

NOTICE TO BIDDERS
REQUEST FOR PROPOSALS FOR MANAGEMENT SERVICES

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals for on-site management and supervision services for the Navarre Soccer Complex located on Deer Lane in Navarre, Florida.

All proposals must be in writing and delivered by hand, Fed EX, or mail to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida 32570; and must be received by 10:00 a.m., November 30, 2004. Proposals received after the time set for opening will be rejected and returned unopened to the submitter.

Only proposals received by the aforesaid time and date will be considered. All proposals shall be sealed and clearly labeled, "**RFP- Management Services.**" Please provide twelve (12) copies of the proposal.

The successful Service Provider will be responsible for the scheduling of events (providing first priority to Santa Rosa County residents); establishing user fees covering the full cost of park operations; maximize usage of facility during open periods; oversee operation of concession stands; and insure background checks have been performed on all individuals participating in activities involving direct contact with children. Proposals should provide detailed information on how these points will be accomplished. Creative methods of addressing these issues are encouraged.

Contract term is for a period of one year. After one year, for each subsequent year, the County may approve the option of renewing the contract for a period not to exceed two (2) years.

Questions concerning this request should be directed to the Santa Rosa County Administrator, Hunter Walker, at (850) 983-1855.

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part, and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

By order of the Board of County Commissioners of Santa Rosa County, Florida.

Legal Notice

One Issue – October 27 – Press Gazette, October 28, 2004 Navarre Press

Bill and Proof to Santa Rosa County Procurement Department, Attention: Orrin L. Smith, 6495 Caroline Street, Suite G, Milton, Florida 32570

October 27, 2004

MEMORANDUM

TO: COMPANY ADDRESSED

FROM: SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

SUBJECT: PARK MANAGEMENT SERVICES

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals for on-site management and supervision services for the Navarre Soccer Complex located on Deer Lane in Navarre, Florida.

All proposals must be in writing and delivered by hand, Fed EX, or mail to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida 32570; and must be received by 10:00 a.m., November 30, 2004. Proposals received after the time set for opening will be rejected and returned unopened to the submitter.

Only proposals received by the aforesaid time and date will be considered. All proposals shall be sealed and clearly labeled, "**RFP- Management Services.**" Please provide twelve (12) copies of the proposal.

The successful Service Provider will be responsible for the scheduling of events (providing first priority to Santa Rosa County residents); establishing user fees covering the full cost of park operations; maximize usage of facility during open periods; oversee operation of concession stands; and insure background checks have been performed on all individuals participating in activities involving direct contact with children. Proposals should provide detailed information on how these points will be accomplished. Creative methods of addressing these issues are encouraged.

Contract term is for a period of one year. After one year, for each subsequent year, the County may approve the option of renewing the contract for a period not to exceed two (2) years.

Questions concerning this request should be directed to the Santa Rosa County Administrator, Hunter Walker, at (850) 983-1855.

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part, and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

1. SCOPE OF WORK

1.1 Purpose, Objectives, and Overview.

Santa Rosa County is seeking to contract for the management and supervision of the Navarre Soccer Complex.

The Service Provider will also be responsible for the following:

- A. The successful Service Provider will be responsible for the scheduling of events (providing first priority to Santa Rosa County residents);
- B. Establish user fees which cover the full cost of park operations;
- C. Maximize usage of facility during open periods;
- D. Oversee operation of concession stands;
- E. Insure background checks have been performed on all individuals participating in activities involving direct contact with children.